BOARD OF TRUSTEES
Community College District No. 522
Belleville Campus
Marsh Conference Room
September 19, 2012

AGENDA

I. CALL TO ORDER AT 6:00 P.M. BY CHAIRMAN

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL BY SECRETARY

IV. PUBLIC COMMENTS

V. CONSIDERATION OF APPROVAL OF ITEMS ON THE CONSENT AGENDA

■ VI. APPROVAL OF MINUTES

A. Regular Board Meeting of August 15, 2012

B. Executive Session of August 15, 2012

■ VII. APPROVAL OF BILLS

Education Fund	**$ 900,236.34**
Operations & Maintenance Fund	**452,701.85**
Operations & Maintenance Fund Restricted	**3,600,747.32**
Bond & Interest Fund	**300.00**
Restricted Purposes Fund	**374,058.97**
Trust & Agency Fund	**25,490.41**
Audit Fund	**6,500.00**
Liability, Protection & Settlement Fund	**716,090.94**
Self Insurance Fund	**42,446.75**
Grand Total All Funds:	**$6,118,572.58**

VIII. PLANNING AND POLICY COMMITTEE REPORT

A. FIRST READING OF NEW BOARD POLICY #3035 AND ADMINISTRATIVE PROCEDURE #3035AP, MANDATED REPORTER

1. Consideration of the recommendation of first reading of new Board Policy #3035 and Administrative Procedure #3035AP, Mandated Reporter.

B. FIRST READING OF PROPOSED AMENDMENTS TO ADMINISTRATIVE PROCEDURE #6002AP, ACCOUNTING AND CASH CONTROL

1. Consideration of the recommendation of first reading of proposed amendments to Administrative Procedure #6002AP, Accounting and Cash Control.

C. FIRST READING OF PROPOSED AMENDMENTS TO BOARD POLICY #7015 AND ADMINISTRATIVE PROCEDURE #7015AP, WILLIAM AND FLORENCE SCHMIDT ART CENTER

1. Consideration of the recommendation of first reading of proposed amendments to Board Policy #7015 and Administrative Procedure #7015AP, William and Florence Schmidt Art Center.

IX. FACILITIES AND FINANCE COMMITTEE REPORT

A. CHANGE ORDERS

1. Consideration of the recommendation to approve Change Order #007 to Von Alst Operating LLC, Swansea, IL in the amount of $9,924.00 to add sheathing and waterproofing at existing 3rd Floor Mechanical Penthouse for the Liberal Arts Building II project.

2. Consideration of the recommendation to approve Change Order #007 to Pyramid Electrical Contractors, Inc., Fairview Heights, IL in the amount of $174,418.00 for the addition of 24 light fixtures and related electrical rough-ins; equipment racks and wire management panels in IT closets including four additional runs of 48 strand, plenum rated fiber optic cable; the addition of wall mount light fixtures at architectural aluminum canopy locations; new dimmer cabinet to serve light fixtures in Media Production Studio; rough-in of five security cameras; and circuitry for power supplies for door access control for the Liberal Arts Building II project.

3. Consideration of the recommendation to approve Change Order #007 to Plocher Construction Co., Inc., Highland, IL in the amount of $15,148.26 to add light fixtures to the canopy on the outdoor second floor patio and to provide sill flashing at all third floor full height windows for the Liberal Arts Building II project.

4. **Consideration of the recommendation to approve Change Order #009 to Plocher Construction Co., Inc., Highland, IL in the amount of $41,628.00 to add sidewalk and grading at creek crossing from parking lot; to add sidewalks connecting to parking areas and entry areas; and to remove sidewalks north of building near access road for the Liberal Arts Building II project.**

5. **Consideration of the recommendation to approve Change Order #002 to Rooters American Maintenance, Inc., Beckemeyer, IL in the amount of $56,172.00 to add asphalt pavement, revise circle drive pavement height, and to remove portions of existing fire access road and repavement for the Liberal Arts Building II project.**

6. **Consideration of the recommendation to approve Change Order #003 to Baxmeyer Construction, Inc., Waterloo, IL in the amount of $20,363.00 to remove existing sidewalks on campus and regrade for new sidewalks including adjusting five sewer structures to meet new proposed grades for the Liberal Arts Building II project.**

■ B. PROJECT BID AWARDS

1. **Consideration of the recommendation to award the lowest responsible bid for the purchase of audio visual equipment for the Liberal Arts Building II project as follows:**

Schiller's
St. Louis, MO
Contract amt: $63,932.00
Bid Package 1.2
Projectors and Document Cameras

TSI Technology Solutions
St. Charles, MO
Contract amt: $18,863.32
Bid Package 1.3
Message Displays

Electronic Systems Support
High Ridge, MO
Contract amt: $18,006.80
Bid Package 1.4
Televisions

TSI Technology Solutions
St. Charles, MO
Contract amt: $21,986.92
Bid Package 1.6
Classroom Speaker Systems

Schiller's
St. Louis, MO
Contract amt: $10,650.00
Bid Package 1.9
Whisper Rooms

2. **Consideration to award the lowest responsible bid for the purchase of furniture for the Liberal Arts II Building project as follows:**

Egyptian Business Furniture **Belleville, IL** **Contract amt: $860,035.00** **Bid Package 1** **Open Line**	**Interior Investments** **St. Louis, MO** **Contract amt: $152,052.00** **Bid Package 2** **Herman Miller**
CI Select **St. Louis, MO** **Contract amt: $58,024.40** **Bid Package 3** **Knoll**	**Color Art** **St. Louis, MO** **Contract amt: $369,952.69** **Bid Package 4** **Steelcase**

■ **C. ST. CLAIR COUNTY COORDINATED COMMUNICATIONS SERVICE CONTRACT**

1. **Consideration of the recommendation to approve Memorandum of Understanding with St. Clair County to allow CENCOM to enter the college's stolen property, abandoned/towed vehicles, lost vehicle registrations and articles in the Law Enforcement Data System.**

■ **D. BID AWARDS**

1. **Consideration of the recommendation to award the lowest responsible bid for the purchase of two 2012 Ford Transit Connect vans to Auffenberg Ford, Belleville IL in the amount of $43,500.00.**

2. **Consideration of the recommendation to purchase TAA equipment for the Sam Wolf Granite City Campus Technical Education department in the amount of $947,100.52.**

E. FY 2013 BUDGET

1. **Consideration to adopt by title only Resolution Adopting Fiscal Year 2012-2013 Budget.**

2. **Consideration to adopt Resolution Adopting Fiscal Year 2012-2013 Budget.**

■ **F. BUSINESS ASSOCIATE AGREEMENT WITH MESIROW FINANCIAL INSURANCE SERVICES, INC.**

1. **Consideration of the recommendation to approve Business Associate Agreement with Mesirow Financial Insurance Services, Chicago IL to provide insurance coverage for FY 2013.**

G. INTERGOVERNMENTAL AGREEMENT - ILLINOIS OFFICE OF THE COMPTROLLER FOR THE LOCAL DEBT RECOVERY PROGRAM

1. **Consideration of the recommendation to approve Intergovernmental Agreement with the Illinois Office of the Comptroller for the Local Debt Recovery Program.**

H. VENDING CONTRACT

1. **Consideration of the recommendation to approve contract with PepsiCo, St. Louis MO to provide full service of the soda vendors at the Belleville and Granite City Campuses.**

I. RENEWAL ADVERTISING CONTRACT WITH MEDIAWORKS

1. **Consideration of the recommendation to renew advertising contract with Mediaworks (formerly known as Store Media), Mound, MN in the amount of $9,100.00 for six months' checkout-lane advertising at seven area Schnucks stores.**

J. LICENSING AGREEMENT WITH JOSTEN'S, INC.

1. **Consideration of the recommendation to approve licensing agreement with Josten's, Inc., Owatonna, MN to advertise on the college's website.**

X. PERSONNEL, PROGRAMS, AND SERVICES COMMITTEE REPORT

A. GRANTS

1. **Consideration of the recommendation to accept grant awards.**

B. AGREEMENTS

1. **Consideration of the recommendation to approve agreements.**

C. CONTRACT

1. **Consideration of the recommendation to approve contract.**

D. GIFTS TO THE COLLEGE

1. **Consideration of the recommendation to accept gifts to the college.**

E. COURSE FEE ADJUSTMENTS

1. **Consideration of the recommendation to approve course fee adjustments.**

F. RESIGNATION

1. **Consideration of the recommendation to accept the resignation of Ryan Mahoney, full-time Commissioned Public Safety Officer at the Belleville Campus effective close of business August 30, 2012.**

G. APPOINTMENTS

1. **Consideration of the recommendation to appoint the full-time administrative position of Director of Green Jobs/Green Economy Initiative with an effective date of October 5, 2012 at an annual salary of $61,000 subject to the Personnel Procedures for Administrators and contingent upon the continuation of external funding.**

2. **Consideration of the recommendation to appoint the full-time SWIC EE position of Counseling Center Secretary at the Sam Wolf Granite City Campus effective September 20, 2012 at an annual salary of $27,860.00 which is Salary Grade 4 of the 2011-2012 Salary Schedule with the SWICEE Local 6600 IFT/AFT, AFL/CIO.**

3. **Consideration of the recommendation to appoint the full-time position of Non-Commissioned Public Safety Officer at the Belleville Campus effective September 20, 2012 at an annual salary of $28,392.00 ($13.65 per hour) with employment subject to the provisions of the Collective Bargaining Agreement between Southwestern Illinois College and Illinois Council of Police (ICOPS), Southwestern Illinois College Chapter, 2011-2012 (Successor Agreement).**

4. **Consideration of the recommendation to appoint the full-time position of Non-Commissioned Public Safety Officer at the Belleville Campus effective September 20, 2012 at an annual salary of $28,392.00 ($13.65 per hour) with employment subject to the provisions of the Collective Bargaining Agreement between Southwestern Illinois College and Illinois Council of Police (ICOPS), Southwestern Illinois College Chapter, 2011-2012 (Successor Agreement).**

5. **Consideration of the recommendation to appoint the full-time position of Custodian at the Belleville Campus effective October 9, 2012 at an annual salary of $41,454.40 ($19.93 per hour) as determined according to the provisions of the agreement between the college and Service Employees Union Local #116.**

H. TITLE III GRANT EMPLOYEE COMPLETION OF DUTIES

1. **Consideration of the recommendation to accept completion of duties of Dr. Martha Giordano, part-time Title III Director, effective close of business September 30, 2012.**

I. NOTIFICATION OF LAYOFF

1. **Consideration of the recommendation to layoff Katie Book, full-time Secretary, Instructional Services in Adult Basic Education, effective close of business October 8, 2012.**

J. MATERNITY LEAVE REQUEST

1. **Consideration of the recommendation to approve maternity leave request for Jessica Talleur, Assistant Professor of Accounting, for the projected period of February 18, 2013 through June 3, 2013.**

K. REVISED JOB DESCRIPTIONS

1. **Consideration of the recommendation to approve revised job descriptions for the Dean of Enrollment Services; the Dean of Learning Resources; and the Associate Dean of Learning Resources.**

L. RATIFICATION OF NEWLY-HIRED PART-TIME PERSONNEL

1. **Consideration of the recommendation to ratify the hire of part-time and temporary faculty and staff according to Board Policy #3005, Recruitment, Selection and Appointment of Faculty and Staff.**

XI. REPORTS

A. PRESIDENT

B. ILLINOIS COMMUNITY COLLEGE TRUSTEE ASSOCIATION

C. BOARD ATTORNEY

XII. MISCELLANEOUS

XIII. ADJOURNMENT